BRAILLE AUTHORITY OF NORTH AMERICA
FALL MEETING

Friday, November 4, 2011 9:00 AM-5:00 PM
Saturday, November 5, 2011 9:00 AM-5:00 PM
Sunday, November 6, 2011 9:00 AM-12:00 PM

Hosted by
National Federation of the Blind
Baltimore, Maryland

AGENDA

1 Call to Order ..... Judy Dixon

The meeting was called to order at 9:00 AM on Friday, November 4, 2011.

2 Welcome from Marc Maurer, President, National Federation of the Blind

Dr. Marc Maurer, president of the National Federation of the Blind, welcomed the members of BANA to the NFB headquarters. he expressed the organization's long-time commitment to braille and his support for activities to keep braille alive and thriving in this new information age.

3 Seating of BANA Members (APH, BIA, CNIB, NBP) ..... Judy Dixon

Mary Nelle McLennan (APH) and Darleen Bogart (CNIB) were reappointed by their respective organizations to serve as BANA representatives for terms ending in 2014. Ruth McKinney (BIA) and Susan Spicknall (NBP) were newly appointed by their respective organizations to serve as BANA representatives for terms ending in 2014.

4 Self-Introductions ..... Representatives and Observers

- Judith (Judy) Dixon, National Library Service for the Blind and Physically Handicapped, Library of Congress (NLS), Chair
- Mary Nelle McLennan, American Printing House for the Blind (APH), Vice Chair
- Jennifer Dunnam, National Federation of the Blind (NFB), Secretary
- Kim Charlson, American Council of the Blind (ACB), Immediate Past Chair
- Darleen Bogart, CNIB (Canadian National Institute for the Blind)
- Mary (May) Davis, Associated Services for the Blind (ASB)
- Frances Mary (FM) D'Andrea, American Foundation for the Blind (AFB)
- Cindi Laurent, National Braille Association (NBA)
- Kim McEachirn, Clovernook Center for the Blind and Visually Impaired (CCBVI)
- Ruth McKinney, Braille Institute of America (BIA)
- Susan (Sue) Reilly, California Transcribers and Educators of the Blind and Visually Impaired (CTEVBI)

- Susan Spicknall, National Braille Press (NBP)
- Diane Wormsley, Association for Education and Rehabilitation of the Blind and Visually Impaired (AER)

The following observers were present for parts of the Friday portion of the meeting:
Trisha Tatam
Robert Jaquiss

5 Meeting Arrangements.....Jennifer Dunnam

Jennifer Dunnam discussed meeting logistics for the weekend.

6 Board's Liability Statement.....Jennifer Dunnam

Jennifer Dunnam, BANA Secretary, read the following statement: "BANA indemnifies its Officers and Board of Directors and holds them harmless from all claims of every kind, including court expenses, attorneys' fees, and the claimed amount arising from the performance of their duties as Officers and Directors except for their own acts of dishonesty and gross negligence." (Adopted March 30, 1987)

7 Agenda Approval.....Judy Dixon

MSC A motion was made by Kim Charlson an seconded by Diane Wormsley that the agenda be approved as distributed. The motion passed unanimously.

8 Crafts and Hobbies Technical Committee.....Camille Caffarelli

May Davis, board liaison to the committee, read the report, which is on file.
There may be a need for additional consultants to the committee to obtain access to in-depth knowledge about some of the crafts and hobbies with which the committee will soon be dealing.
Only about 2/3 of the outside reviewers have submitted reviews for the knitting and crochet guidelines. Approximately nineteen total reviews have been completed, and the comments primarily pertained either to the format of the guidelines or to the abbreviations chosen for the code.

9 Music Braille Technical Committee..... Lawrence Smith

Jennifer Dunnam, board liaison to the committee, read the report, which is on file.

Efforts to produce a more usable PDF of the current music code for posting to the BANA Web site are ongoing. John Hanson from NLS has helped to put the PDF together, and there have been challenges pertaining to fonts. The project is very close to being finished.

MSC A motion was made by Jennifer Dunnam and seconded by Darleen Bogart that Karin Auckenthaler and Karen Gearreald be reappointed to the Music Committee for terms expiring in 2013. The motion passed unanimously.

Discussion of the committee on standardized tests was deferred until later in the meeting.

11 Ad Hoc Committee on Uncontracted Braille.....Sue Reilly

Sue Reilly, board liaison to the committee, read the report, which is on file.

The definition of uncontracted braille will be sent to the committee so that work can begin on that charge.

12 Tactile Graphics Technical Committee .....Aquinas Pather

Mary Nelle McLennan, board liaison to the committee, read the report, which is on file.

MSC A motion was made by Mary Nelle McLennan and seconded by Frances Mary D'Andrea that Diane Spence and Allison O'Day be reappointed to the Tactile Graphics Committee for a two-year term expiring in 2013.

The HTML version of the tactile graphics guidelines was posted to the BANA Web site in July, along with a web form to collect feedback. Appendix D has been reconstructed and rewritten.

MSC A motion was made by Darleen Bogart and seconded by Diane Wormsley that Sarah Morley Wilkins be appointed as a member of the Tactile Graphics committee for a one-year term expiring in 2012. The motion passed unanimously.

Discussion about the prices of the print and the braille hard copy versions of the guidelines was deferred until the discussion of the publications committee report.

13 Braille Formats Technical Committee.....Lynnette Taylor

Cindi Laurent read the report, which is on file.

10/13/2011: It was moved by Cindi Laurent and seconded by FM D'Andrea that BANA allow Lynnette Taylor to give a workshop on the proposed Formats guidelines November 1 in Texas. Darleen Bogart moved an amendment to the motion allowing Debbie Gillespie and Susan Christensen to use the materials for their workshop as well. The deadline for this vote was Tuesday, October 18 at 6:00 P.M. Eastern time.. Voting yes: Bogart, Charlson, D'Andrea, Davis, Dunnam, Grimm, McLennan, Reilly, Wormsley Voting no: Laurent Not voting: McEachirn, Spicknall

MSC A motion was made by Ruth McKinney and seconded by Frances Mary D'Andrea that Cindi Laurent be appointed as board liaison to the braille formats committee. The motion passed unanimously.

MSC A motion was made by Cindi Laurent and seconded by Diane Wormsley that Debbie Gillespie, Dena Garrett, and Dorothy Worthington be reappointed as members of the Braille Formats committee for a two-year term expiring in 2013. The motion passed unanimously.

A motion was made by Cindi Laurent and seconded by Sue Reilly that the BANA board approve Braille Formats 2011. The motion was amended to reflect that this vote would take place by e-mail and have a deadline of November 21 5:00 P.M.

10 Ad Hoc Committee on Standardized Tests ..... Diane Spence

Judy Dixon read the report, which is on file.

6/16/2011: A motion was made by Bonnie Grimm and seconded by Cindi Laurent to appoint Susan Osterhaus to the BANA Standardized Tests Committee. The deadline for this vote was Thursday, June 23 at 6 P.M. Eastern time. Voting yes: Bogart, Charlson, D'Andrea, Dunnam, Grimm, Laurent, Lyons, McLennan, Reilly, Wormsley Not Voting: May Davis and Kim McEachirn.

MSC A motion was made by Diane Wormsley and seconded by Darleen Bogart that Susan Spicknall be appointed as Board Liaison to the Standardized Tests committee. The motion passed unanimously.

14 Refreshable Braille Technical Committee ..... Caryn Navy

MSC A motion was made by Jennifer Dunnam and seconded by Frances Mary D'Andrea that Eric Guillory and Virginia Parker be reappointed as members of the Refreshable Braille Committee for a two-year term expiring in 2013. The motion passed unanimously.

The board expressed its support of the work that the committee is doing on the translation testing form and the letter to developers, and encourages that the work proceed.

Some changes were suggested for the translator test document and to the letter. It was mentioned that many do not develop their own braille translation software but are using a plug-in.

MSC A motion was made by Jennifer Dunnam and seconded by Mary Nelle McLennan that the committee's letter to refreshable braille innovators as corrected be approved. The motion passed unanimously.

15 Computer Braille Technical Committee ..... Melissa Hirshson

Judy Dixon read the report, which is on file.

MSC A motion was made by Diane Wormsley and seconded by Darleen Bogart that John Jackson, Joe Sullivan and Bruce toews be reappointed to the computer braille technical committee for terms ending in 2013. The motion passed unanimously.

16 Ad Hoc Foreign Language Committee .....Ann Kelt

Kim Charlson, board liaison to the committee, read the report, which is on file.

The board encourages the committee to continue working on the revision of the guidelines and will act on the guidelines when they are received.

MSC A motion was made by Mary Nelle McLennan and seconded by Jennifer Dunnam that the disposition of charge #144 be changed to "ongoing." The motion passed unanimously.

[Charge #144 (10/22/2006) to complete the Manual for Foreign Language Transcribing, including the inclusion of examples and the revision of rules.]

The document will be revised once the formats guidelines are approved.

MSC A motion was made by Kim Charlson and seconded by Diane Wormsley that Joanna Venneri be appointed to serve on the Foreign Language committee. The motion passed unanimously.

17 Literary Braille Technical Committee .....Darleen Bogart

Darleen Bogart, interim chair of the committee, read the report, which is on file.

A long discussion took place about what to do about the literary committee and its current charges. A working group consisting of Darleen Bogart, Frances Mary D'Andrea, and Jennifer Dunnam, was formed to bring back language for a recommendation to the board based on the discussion. This matter was deferred until later in the meeting.

18 Mathematics Braille Technical Committee .....Dorothy Worthington

Cindi Laurent, board liaison to the committee, read the report, which is on file.

MSC A motion was made by Cindi Laurent and seconded by Frances Mary D'Andrea that Mary Denault be reappointed as a member of the Math Committee for a two-year term expiring in 2013 and that Betsy McBride be appointed as a consultant until Charge #146 is completed. The motion passed unanimously.

New members are needed for this committee to fill the vacancy left by the resignation of Helen McMillan.

MSC A motion was made by Cindi Laurent and seconded by Frances Mary D'Andrea that the disposition of Charge #101 be changed from Waiting to Ongoing. The motion passed unanimously.

[Charge #101 (11/5/2004) to develop guidelines for producing the Periodic Table of Elements by reviewing the current methods of transcribing such material and recommending a standardized format by Fall of 2005]

17 Literary Braille Technical Committee ..... Darleen Bogart

Discussion returned to the status of the literary committee. On behalf of the working group formed earlier in the day, the following four motions were presented:

MSC A motion was made by Frances Mary D'Andrea and seconded by Darleen Bogart that the current Literary Braille Committee and its charges (#51, #124, #185, and #187), be suspended. The motion passed unanimously.

MSC A motion was made by Frances Mary D'Andrea and seconded by Darleen Bogart that the Ad hoc English Braille American Edition committee be created. The motion passed unanimously.

MSC A motion was made by Frances Mary D'Andrea and seconded by Darleen Bogart that the Ad hoc Committee on English Braille American Edition be charged to respond to questions regarding the rules of the current English Braille American Edition plus the 2007 Update. The motion passed unanimously.

MSC A motion was made by Frances Mary D'Andrea and seconded by Ruth McKinney that Jennifer Dunnam be appointed chair of the Ad hoc Committee on English Braille American Edition and that Darleen Bogart be appointed as board liaison. The motion passed unanimously.

The current members of the Literary Braille Technical Committee will be invited to participate on this newly created committee.

19 Ad Hoc Committee on Braille Signage and Labeling ..... Kim Charlson

Kim Charlson, chair of the committee, read the report, which is on file.

Board members are encouraged to send comments about the brochure to Judy Dixon, and she will coordinate with the publishing committee to make improvements to the brochure. More members will be recruited for this committee, particularly those with a broad perspective such as sign makers.

20 Ad Hoc Committee on Early Literacy Materials Production.....Bonnie Read

Diane Wormsley, board liaison to the committee, read the report, which is on file.

MSC A motion was made by Diane Wormsley and seconded by Kim Charlson that Susan Spicknall be appointed as a member of the Ad Hoc Early Literacy Materials Production Committee. The motion passed unanimously.

There was much discussion about the nature of the early literacy document—should it repeat the material on early literacy that is present in Formats? Should it be an appendix to Formats? Should it stand alone?

GC The board send the following directive to the Early Literacy Materials Production committee: "The BANA Board discussed the status of the Early Literacy Materials Production Promising Practices Document. The original intent of Promising Practices was that it be a stand-alone document that could be used by those who transcribe early literacy materials including consumable materials, without their having to be familiar with the entire Formats or Tactile Graphics Guidelines. As such, the BANA Board directs the ELMP Committee to include the necessary Formats and Tactile Graphics Guidelines (with references) within the Promising Practices document itself, rather than simply referring users to Formats or Tactile Graphics."

21 Nominating Committee.....Kim Charlson

Kim Charlson, chair of the committee, read the report, which is on file.

MSC A motion was made by Kim Charlson and seconded by Darleen Bogart that the slate of officers for 2012 as submitted by the nominating committee be adopted. The motion passed unanimously.

The following officers will begin their terms in January 2012: Frances Mary D'Andrea, chair; Mary Nelle McLennan, vice chair; Jennifer Dunnam, secretary; and Sue Reilly, treasurer.

23 Bylaws Committee.....Darleen Bogart

Darleen Bogart, chair of the committee, read the report, which is on file.

MSC A motion was made by Darleen Bogart and seconded by Ruth McKinney that the Bylaws Committee be charged to do a thorough review towards possible revision of bylaws and policies.

MSC A motion was made by Frances Mary D'Andrea and seconded by Mary Nelle McLennan that the disposition of Charges #156 and #167 be changed from Waiting to Ongoing. The motion passed unanimously.

[Charge #156 (4/13/2007) To review the names of technical committees and to make them consistent and descriptive.]

[Charge #167 (11/15/07) to look at streamlining the appointment process and defining the role of associate members of BANA.]

24 Education and Outreach Committee ..... Frances Mary D'Andrea

Frances Mary D'Andrea, chair of the committee, read the report, which is on file.

8/13/2011: It was moved by FM D'Andrea and seconded by Darleen Bogart that the evolution of braille article part 2 be approved by the BANA board. The deadline for this vote was Tuesday, at noon eastern time. The motion passed unanimously, with all members voting.

10/14/2011: It was moved by Frances Mary D'Andrea and seconded by Diane Wormsley that the Board approve part 3 of "the article." The deadline for this vote is Tuesday, October 18 at 6:00 P.M. Eastern time. Voting yes: Bogart, Charlson, D'Andrea, Davis, Dunnam, Grimm, Laurent, McLennan, Reilly, Wormsley Not voting: McEachirn, Spicknall

All agreed that the talking points about code change are useful to those making presentations on behalf of BANA and to others, and that they should be kept current. A header will be placed on the document indicating that it is internal. Additions to the talking points were suggested.

BANA exhibits were discussed, and the board decided to continue the practice of not exhibiting at the NFB and ACB conventions but rather focus on speaking with groups at the conventions. Sue Reilly will once again manage the process of exhibiting at CTEBVI and will do a presentation there as well.

The articles on the evolution of braille have been successful. Once the third installment has been released in December, the three parts will be combined into a booklet and made available in hard copy and electronic versions.

Discussion turned to BANA's social media efforts. In addition to the Facebook and Twitter accounts, a new blog has also been established. A handout was distributed to board members, outlining how BANA can use these media and how individual members can interact with them. The handout also included ideas and questions to consider for further optimizing BANA's social media presences.

MSC A motion was made by Frances Mary D'Andrea and seconded by Jennifer Dunnam that the Education and Outreach Committee be charged to develop a coordinated social media plan. The motion passed unanimously.

MSC A motion was made by Darleen Bogart and seconded by Kim Charlson that Sue Reilly be appointed to the Education and Outreach Committee. The motion passed unanimously.

MSC A motion was made by Jennifer Dunnam and seconded by Diane Wormsley that the Education and Outreach Committee be charged to work in collaboration with the Research Committee to continue to refine the impact statement.

25 Publications Committee.....Mary Nelle McLennan

Mary Nelle McLennan, chair of the committee, read the report, which is on file.

MSC A motion was made by Mary Nelle McLennan and seconded by Diane Wormsley that Susan Christensen and Brenda Loughrey be reappointed as Publications Committee members for a two-year term expiring in 2013. The motion passed unanimously.

MSC A motion was made by Mary Nelle McLennan and seconded by Kim McEachirn that Ruth McKinney be appointed to the Publications Committee for a two-year term expiring in 2013. The motion passed unanimously.

MSC A motion was made by Mary Nelle McLennan and seconded by Cindi Laurent that the Publications Committee be charged to explore a new and more effective design for the BANA logo. The motion passed unanimously.

Discussion returned to the tactile graphics guidelines. It was emphasized that the decisions to be made pertained to the guidelines book but not to the supplement. The supplement was never intended to be provided in any format other than a hard copy tactile format.

The print versions of the guidelines (both hard copy and online) contain image files providing examples of the tactile graphics. In consideration of the cost of the braille version, discussion occurred about whether and how to include these images in the braille version. Ideas included inserting them as actual tactile graphics, creating verbal descriptions of the images, or omitting them entirely if the text of the guidelines provides the necessary information.

MSC A motion was made by Diane Wormsley and seconded by Kim McEachirn that the braille version of the Tactile Graphics guidelines be produced with tactile graphics. The motion passed unanimously.

GC For purposes of consistency, the tactile graphics in the braille version of the guidelines book will be produced by the American Printing House for the Blind (the producer the guidelines book) rather than by the tactile graphics committee.

The hard copy of the print version of the tactile graphics guidelines is nearly ready for release. The tactile graphics to be included in the braille version have not yet been produced, and more time will be required to do so.

The following motions were made and passed in the interest of distributing information as expeditiously as possible to those who create tactile graphics so that high quality tactile graphics can more quickly get into the hands of those who utilize them.

MSC A motion was made by Cindi Laurent and seconded by Ruth McKinney that in the case of the tactile graphics Guidelines, BANA policy requiring print and braille version of its publications to be released simultaneously be suspended so the print version can be made available as quickly as possible. The motion passed unanimously.

MSC A motion was made by Darleen Bogart and seconded by Diane Wormsley that in the case of the publication of the Tactile Graphics Guidelines, BANA suspend its usual practice of requiring a producer to sell print and braille copies at the same price. Voting yes: Bogart, Charlson, Davis, Dunnam, Laurent, McEachirn, McKinney, McLennan, Reilly, Spicknall, Wormsley. Voting no: D'Andrea

26 BANA Archives.....Frances Mary D'Andrea

Frances Mary D'Andrea, chair of the committee, read the report which is on file.

Kim Charlson was made a member of the archives committee. A committee listserv will be started.

Discussion occurred about the best ways to archive BANA's many thousands of email correspondences in a useful manner. The first step will be to learn what archiving has been done automatically by the software used for BANA's lists.

The secretary’s archives were mailed to Judy Dixon's office.

27 Membership Committee.....Kim Charlson

Kim Charlson, chair of the committee, read the report, which is on file.

Darleen read an overview of the membership application of Horizons for the blind, Inc.

Sue Reilly provided a summary of their financial statements.

MSC A motion was made by Kim Charlson and seconded by Darleen Bogart that Horizons for the Blind, Inc. be accepted as a full member of the Braille Authority of North America. The motion passed unanimously.

GC Horizons for the Blind's membership for the 2012 year can begin As soon as we receive the check for dues and need not wait until January 2012.

28 Awards Committee ..... Darleen Bogart

The December BANA press release will be issued a few days before the presentation of the BANA Braille Excellence Award, and our social media sites will be used to promote the award. After the presentation, a page will be added on BANA's Web site with a description of the awards and the recipients.

29 Research Committee ..... Diane Wormsley

Diane Wormsley, chair of the committee, read the report, which is on file.

The disposition of charge 206 should be shown as "ongoing"—there was a clerical error in the report.

[Charge #206 (4/2/2011) Craft a plan by the time of the August 2011 board conference call for conducting an impact analysis of 1) adopting NUBS; 2) adopting UEB; and 3) maintaining the status quo. Impact analysis is defined as "assessment of the pros and cons of pursuing a course of action, in light of its possible consequences, or the extent and nature of change it may cause."]

MSC A motion was made by Diane Wormsley and seconded by FM D'Andrea that the disposition of Charge #204 be changed from TBA to Done.

[Charge #204 (10/31/10) To work with the CBC to devise a strategy for obtaining feedback from braille readers about the use of the continuation indicator in the Computer Braille Code.]

Frances Mary D'Andrea will no longer be a co-chair of the committee but will remain a member of the committee.

The framework for the impact analysis was sent out at the time of the august meeting and is in the meeting packet.

MSC A motion was made by Jennifer Dunnam and seconded by Diane Wormsley that the Education and Outreach Committee be charged to work in collaboration with the Research Committee to continue to refine the impact statement.

The purpose of this effort is to make sure that the board is able to learn what it needs to know in order to make a decision.

It was deemed useful for the board to spend some time brainstorming and prioritizing factors and information needed for a decision about code change. The session was led by

Mary Nelle McLennan and Diane Wormsley, and it was deferred until the following morning. The questions to be addressed were these:

What are the most important factors that we should consider to make a decision for code change?
Then what do we have to know to get there?

30 Secretary's Report .....Jennifer Dunnam

Secretary Jennifer Dunnam read into the record five online motions upon which email votes had been taken since the last full meeting. The motions are reflected within their respective topics in these meeting minutes.

5/19/2011: A motion was made by Jennifer Dunnam and seconded by Kim Charlson to approve the minutes of the spring 2011 meeting as distributed. The deadline for this vote was Friday, May 27 at 9:00 a.m. eastern time. Voting yes: Bogart, Charlson, D'Andrea, Davis, Dunnam, Grimm, Laurent, Lyons, Reilly, Wormsley Not voting: McLennan, McEachirn, and D'Andrea.

MSC A motion was made by Jennifer Dunnam and seconded by Diane Wormsley that the minutes of the August 2011 board conference call meeting be approved. The motion passed unanimously.

31 Certificates of Appreciation.....Kim Charlson

Kim Charlson will manage the process of sending certificates of appreciation to outgoing members of the board or committees.

32 Directory Update.....Judy Dixon

Board members were urged to submit any needed changes to BANA's directory to Judy Dixon.

33 BANA's Listservs .....Kim Charlson

Changes for listservs should be sent to Kim Charlson.

38 International Braille Organizations

38.2 World Braille Council..... Diane Wormsley

Diane Wormsley gave a report on World Braille Congress Braille 21 in Leipzig, Germany, and others who had attended added their observations—Frances Mary D'Andrea, Mary Nelle McLennan, Judy Dixon, and Darleen Bogart.

400 people were registered, and there were six workshops held over 3.5 days. Judy Dixon's strand was braille in daily life. There was a keynote from a deafblind person who used German sign language for his part of the speech, and he had to translate it into German and then into English. It was a fascinating presentation.
The braille 21 award was presented to portable embossing format, a method of marking up a document so that the format comes out right regardless of other braille variables. It was developed by the library of Sweden.
The papers from the conference will be published under the auspices of the DBZ. There will be braille files created as well as hard copy publications. More braille available, visible, and affordable was a primary statement from the conference. Other similar conferences are being considered to correspond to the W braille council regional conferences.
In the education strand, it was observed that there were differences between underdeveloped countries and wealthier countries particularly with respect to refreshable braille, and the conference was a good reminder about that. Lively discussion occurred around voting: should the emphasis still be on braille ballots or should cell phones be emphasized (the fastest growing technology in sub-Saharan Africa)? In some of the countries, people who are blind are not even considered citizens, cannot own property, cannot marry.

In the daily life strand it seemed that people had more conversations about the issues of refreshable braille and technology.

There were exhibits, and there was also a "market of opportunities" where people who had made braille quilts and the like could show their wares.

One presenter from India covered the topic of "undoing the damage"; he was concerned about going back to pre-braille days—audio. A great deal of concern was expressed about the future of braille and that it might die out if not enough was available.

Judy Dixon opened the conference with the keynote. A common plea in the conference was refreshable braille displays needing economy, manufactures needing to get together.

The participants in the conference were challenged to "eat, drink, and network". At one point there was a concert of 4 classical guitarists, and after that everyone walked to the oldest restaurant in Leipzig where one of the scenes in *Faust* was set. At another time they went to hear the St. Thomas boys' choir. In addition, the conference was scheduled the week of Oktoberfest, which provided ample opportunities to experience the community. The conference was observed to be very well run.

The willingness and passion of people to come from all over the world—nonprofessionals included, was inspiring. There were 52 countries represented. There was evidence of the digital divide. At some level the technology is a threat to the acquisition of braille in some countries.
One presenter was a professor in Peru doing research on indigenous cultures in South America which do not have braille codes or even schools.

In Croatia there is an effort to establish a braille authority. To establish a standard in a country where people are killing one another presents immense challenges.
Kevin Kerry, the director of RNIB, gave a presentation entitled “will braille survive”? in which he advocated the use of uncontracted braille to make it as easy as possible so that more people will learn braille. He also discussed people who are blind and not braille readers, and the need to find out what would make newly blinded adults learn braille, not just what changes current braille readers will accept.

It is anticipated that the proceedings of Braille 21 will be available to the public by Christmas.

38.1 ICEB ..... Darleen Bogart

Darleen Bogart gave a report on the International Council on English Braille. The call for ICEB papers has gone out. a bylaw revision is in the works. Progress is being made on the revision of World Braille Usage. With Judy on the World Braille Council there is greater collaboration with ICEB.

BANA's delegation to the ICEB 2012 meeting will consist of Diane Wormsley, Frances Mary D’Andrea, Kim Charlson, and Judy Dixon. BANA will provide funding for Frances Mary to attend and will provide half of the funding for Kim Charlson.

Sunday morning:

Discussion occurred regarding the BANA Excellence Award. The award will be given during the Getting In Touch With Literacy conference during December. National Braille Press will be asked to produce the award.

An hour was spent discussing the two questions formulated the previous day regarding code change. A list of the factors to be considered was created, but there was not sufficient time to prioritize them during this session. The work on this effort will continue.

34 Treasurer's Report ..... Bonnie Grimm

Sue Reilly read the financial statement and the "year-to-date" with projected budget, which are on file. The board reviewed and made revisions to the coming year's budget. The document will be emailed to the board shortly after the meeting.

35 Strategic Planning ..... Diane Wormsley and Mary Nelle McLennan

Diane Wormsley reported that the SPIT Team has not met recently. The Education and Outreach committee has completed significant work on its imperative, and much of the work has overlapped with the imperative on communication.

36 Press Releases ..... Mary Nelle McLennan

The board agreed upon the contents of the press release to be issued concerning this meeting, as well as on future press releases.

37 UEB Update ..... Darleen Bogart

Darleen Bogart reported that some titles are currently available in UEB in the CNIB library but that library resources at CNIB are stretched during the completion of their grant to digitize the library.
The revision of the UEB instruction manual for adults is complete. The revision of the transcribers manual will be available in print and braille early in the new year. Courses are being piloted for people wanting to upgrade their certification. Parents organizations are involved and are communicating with the government; it is hoped that this will assist in bringing about an implementation plan for Canada.

ICEB has a code maintenance committee for UEB; they are working to finish some items that are used less frequently, and those will be included in the new edition of the rule book, which will be available sometime soon. One item being formulated is a code switching mechanism for switching from UEB to music braille or Nemeth code.

39 Spring 2012 meeting ..... Cindi Laurent

The spring 2012 meeting will take place April 28-30, in conjunction with the NBA conference, at the Hyatt Frontenac in St Louis. BANA members are invited to NBA's closing lunch. The BANA board meeting will start at 2:00 PM and end at 6:00 PM on Saturday. It will run all day on Sunday, and end at 4:00 PM on Monday.

The Open forum will be held on Saturday morning from 9:00 to 11:30 as one of NBA's concurrent sessions. People who come to the open forum will be free to do so without registering for the NBA conference.

40 Fall 2012 meeting ..... Bonnie Grimm

Ruth McKinney sought input about the fall 2012 meeting to be hosted by BIA. The meeting will tentatively start in the morning on November 2, 2012.

43 New Business

A board conference call was scheduled for February 21, 2012, at 1:00 Eastern time.

44 Around the Table ..... All BANA Representatives

Representatives provided information and updates on the braille-related initiatives of their respective organizations.

45 Adjournment ..... Judy Dixon

The meeting was adjourned at 11:45 AM.

Respectfully Submitted,

Jennifer Dunnam, secretary